

BURLINGTONHOUSING AUTHORITYPlans

5YearPlanforFiscalYears2003 -2007
AnnualPlanforFiscalYear2003

**NOTE:THISPHAPLANSTEMPLATE (HUD50075)ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

PHA Plan Agency Identification

PHAName: Burlington Housing Authority

PHANumber: VT001

PHAFiscalYearBeginning: 07/2002

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHAF ISCAL YEARS 2003 -2007
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is to promote, provide and preserve affordable housing in ways that encourage residents self -sufficiency and support healthy neighborhoods.

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targetssuch as: numbers of families served or PHA Scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☒ Apply for additional rental vouchers:
 - ☐ Reduce public housing vacancies:
 - ☒ Leverage private or other public funds to create additional housing opportunities:
 - ☒ Acquire or build units or developments
 - ☒ Other
- (1) Support the priorities of the City of Burlington Consolidated Plan, Annual Action Plan and Mayor's Housing Agenda
- (2) Support the housing development initiatives of nonpr of housing providers
- ☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHA Score) -Remain a High Performer

- ☒ Improve voucher management: (SEMAP score) – Remain a High Performer while continuing to improve program management and customers support
- ☒ Increase customer satisfaction:
- ☐ Concentrate on effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units by implementing BHA's 10 Year Capital Improvement Plan
- ☐ Demolish or dispose of obsolete public housing:
- ☒ Provide replacement public housing by converting former office space at 230 St. Paul Street to three apartment store to replace the three South End scattered site units converted to home ownership.
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

- ☒ PHA Goal: Increase assisted housing choices
- Objectives:
 - ☐ Provide voucher mobility counseling:
 - ☒ Conduct outreach effort to potential voucher landlords through the Rental Opportunity Center
 - ☐ Increase voucher payment standards
 - ☒ Implement voucher home ownership program:
 - ☒ Implement public housing or other home ownership program through the development of new home ownership units on unutilized land at Franklin Square
 - ☐ Implement public housing site -based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☒ Other: Continue to implement an expanded project -based voucher program for up to 20% of the total Section 8 allocation

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
- Objectives:
 - ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - ☐ Implement public housing security improvements:
 - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

- ☒ Other:

- (1) Encourage resident organizations in all developments and provide ongoing support to established resident organizations
- (2) Maintain a consistent mix of elderly and disabled residents in our elderly/disabled housing developments
- (3) Continue to improve screening of applicants consistent with fair housing laws

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability through partnerships with the Vermont Department of Prevention, Assistance, Transition and Health Access and the Vermont Department of Employment and Training
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities through partnerships with Fletcher Allen Health Center, the Visiting Nurses Association, Howard Center for Human Services and other service providers
- ☒ Other: Increase the number of public housing residents participating in the Family Self-Sufficiency Program

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
- ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

☐ **StandardPlan**

StreamlinedPlan:

- ☒ **HighPerformingPHA(PHASAdvisoryScoreof95 –12/31/2001)**
☐ **SmallAgency(<250PublicHousing Units)**
☐ **AdministeringSection8Only**

☐ **TroubledAgencyPlan**

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofma jorinitiatives anddiscretionarypoliciesethePHAhasincludedintheAnnualPlan.

NotRequired.

iii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupporting documentsavailableforpublicinspection .

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required and Optional Attachments:

- ☒ Resident Member on Board of Commissioners -A
- ☒ Resident Advisory Board Membership -B
- ☒ Deconcentration of Poverty and Income Mixing -C
- ☒ Resident Satisfaction Survey Follow-up Action Plan -D
- ☒ Capital Fund Program and Evaluation Reports as of December 31, 2001 -E
- ☒ FFY 2002 Capital Fund Program Annual Statement -F
- ☒ Capital Fund Program Five Year Action Plan -G
- ☒ Section 8 Homeownership Program Capacity Statement -H
- ☒ Project-based Voucher Statement -I
- ☒ Five-year Plan Progress Statement -J

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

| List of Supporting Documents Available for Review | | |
|---|---|---------------------------|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| X | PHA Plan Certification of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| X | State/Local Government Certification of Consistency with the Consolidated Plan | 5 Year and Annual Plans |
| X | Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require | 5 Year and Annual Plans |

| List of Supporting Documents Available for Review | | |
|---|--|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | the PHA's involvement. | |
| X | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction | Annual Plan: Housing Needs |
| X | Most recent board -approved operating budget for the public housing program | Annual Plan: Financial Resources; |
| X | Public Housing Admission and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy | Annual Plan: Rent Determination |
| X | Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy | Annual Plan: Rent Determination |
| X | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| X | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| X | Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy | Annual Plan: Grievance Procedures |
| X | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| | The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant | Annual Plan: Capital Needs |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | year (included as attachment to plan) | |
| | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, (included as Attachment to Plan) | Annual Plan: Capital Needs |
| | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing | Annual Plan: Capital Needs |
| X | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| X | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |
| X | Initial Assessment of Voluntary Conversion of Developments | Annual Plan: Conversion of Public Housing |
| X | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| X | Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| X | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| X | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| X | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | Annual Plan: Safety and Crime Prevention |
| X | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| X | Project-Based Voucher Implementation Plan | Section 8 |
| X | 10 Year Capital Needs Plan | Capital Needs |

1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the

housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.”
Use N/A to indicate that no information is available upon which the PHA can make this assessment.

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|--------------------|--------|---------|--------------------|------|---------------|
| Family Type | Overall | Afford- ability | Supply | Quality | Access- ibility | Size | Loca- tion |
| Income ≤ 30% of AMI | 3766 | 5 | 5 | 4 | 2 | 3 | 3 |
| Income > 30% but ≤ 50% of AMI | 2819 | 4 | 5 | 3 | 2 | 3 | 3 |
| Income > 50% but < 80% of AMI | 3376 | 4 | 5 | 3 | 2 | 3 | 3 |
| Elderly | 2271 | 2 | 1 | 2 | 3 | 1 | 2 |
| Families with Disabilities | 3500 | 5 | 5 | 4 | 3 | 3 | 3 |
| Race/Ethnicity | | | | | | | |
| Race/Ethnicity | | | | | | | |
| Race/Ethnicity | | | | | | | |
| Race/Ethnicity | | | | | | | |

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2001
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☒ Other sources: (list and indicate year of information)
State of Vermont Housing Needs Assessment – April 1999
Housing In Northwestern Vermont – August 15, 2000

B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s . Complete one table for each type of PHA - wide waiting list administered by the PHA. PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| HousingNeedsofFamiliesontheWaitingList | | | |
|--|-------------|------------------|----------------|
| Waitinglisttype:(selectone) | | | |
| <input type="checkbox"/> Section8tenant -basedassistance <input checked="" type="checkbox"/> PublicHousing <input type="checkbox"/> CombinedSection8andPublicHousing <input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictional waitinglist(optional) Ifused,identifywhichdevelopment/subjurisdiction: | | | |
| | #offamilies | %oftotalfamilies | AnnualTurnover |
| Waitinglisttotal | 197 | | 53 |
| Extremelylow income<=30%AMI | 126 | 64% | |
| Verylowincome (>30%but<=50%AMI) | 53 | 27% | |
| Lowincome (>50%but<80%AMI) | 18 | 9% | |
| Familieswith children | 63 | 32% | |
| Elderlyfamilies | 15 | 8% | |
| Familieswith Disabilities | 48 | 24% | |
| Black | 9 | 5% | |
| Asian | 6 | 3% | |
| Indian/Alaskan | 1 | <1% | |
| Hispanic | 1 | <1% | |
| Characteristicsby BedroomSize (PublicHousing Only) | | | |
| 1BR | 127 | 61% | |
| 2BR | 55 | 26% | |
| 3BR | 22 | 11% | |
| 4BR | 3 | 1.5% | |
| 5BR | 2 | 1% | |
| 5+BR | | | |

| Housing Needsof FamiliesontheWaitingList | |
|--|--|
| Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | |
| Ifyes: | |
| Howlonghasitbeenenclosed(#ofmonths)? | |
| DoesthePHAexpectto reopenthelistinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes | |
| DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input type="checkbox"/> No <input type="checkbox"/> Yes | |

| HousingNeedsofFamili esontheWaitingList | | | |
|---|-------------|------------------|----------------|
| Waitinglisttype:(selectone) | | | |
| <input checked="" type="checkbox"/> Section8tenant -basedassistance | | | |
| <input type="checkbox"/> PublicHousing | | | |
| <input type="checkbox"/> CombinedSection8andPublicHousing | | | |
| <input type="checkbox"/> PublicHousingSi te-Basedorsub -jurisdictionalwaitinglist(optional) | | | |
| Ifused,identifywhichdevelopment/subjurisdiction: | | | |
| | #offamilies | %oftotalfamilies | AnnualTurnover |
| Waitinglisttotal | 684 | | 247 |
| Extremelylow income<=30%AMI | 467 | 68% | |
| Verylowincome (>30% but<=50% AMI) | 185 | 27% | |
| Lowincome (>50%but<80% AMI) | 32 | 5% | |
| Familieswith children | 261 | 38% | |
| Elderlyfamilies | 68 | 10% | |
| Familieswith Disabilities | 136 | 20% | |
| Black | 22 | 3% | |
| Asian | 11 | 2% | |
| Indian/Alaskan | 2 | <1% | |
| Hispanic | 2 | <1% | |
| Characteristicsby BedroomSize (PublicHousing Only) | | | |
| 1BR | | | |
| 2BR | | | |

| Housing Needs of Families on the Waiting List | | | |
|---|--|--|--|
| 3BR | | | |
| 4BR | | | |
| 5BR | | | |
| 5+BR | | | |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off -line
- ☒ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed financed development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

☐ Other(list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed -financed housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- ☒ Other: Make up to 20% of available Section 8 Housing Choice Vouchers project-based in support of new housing development, recently constructed housing or existing affordable housing serving eligible BHA applicants and customers

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☒ Other: Provide intensive housing search assistance for extremely low income households with Section 8 subsidies through the Rental Opportunity Center

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly

- ☐ Apply for special -purpose voucher targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special -purpose voucher targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non -profit agencies that assist families with disabilities
- ☒ Other: Provide intensive housing search assistance for HCV families with disabilities through the Rental Opportunity Center

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty/minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints

- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing need as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| Financial Resources: Planned Source and Uses | | |
|---|-------------------|---------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FFY 2002 grants) | | |
| a) Public Housing Operating Fund | \$619,000 | |
| b) Public Housing Capital Fund | \$538,259 | |
| c) HOPEVI Revitalization | | |
| d) HOPEVI Demolition | | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | \$11,132,736 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | | |
| g) Resident Opportunity and Self-Sufficiency Grants | \$18,084 | |
| h) Community Development Block Grant | | |
| i) HOME | | |
| Other Federal Grants (list below) | | |
| | | |
| 2. Prior Year Federal Grants (unobligated fund only) (list below) | | |

| Financial Resources: Planned Source and Uses | | |
|---|---------------------|---------------------|
| Sources | Planned \$ | Planned Uses |
| | | |
| | | |
| | | |
| 3. Public Housing Dwelling Rental Income | \$996,000 | |
| | | |
| | | |
| 4. Other income (list below) | | |
| | | |
| | | |
| 4. Non -federal sources (list below) | | |
| Interest on Investments | \$56,250 | |
| Laundry & Cable | \$22,000 | |
| Maintenance Billings | \$4,000 | |
| | | |
| Total resources | \$13,412,550 | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (5 -10)
☐ When families are within a certain time of being offered a unit: (state time)
☐ Other: (describe)

b. Which non -income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug -related activity
☒ Rental history
☒ Housekeeping
☒ Other: Credit and Utility History; Personal or Professional References

c. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
☐ Sub-jurisdictional lists
☐ Site-based waiting lists
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
☐ PHA development site management office
☒ Other: Chittenden County Rental Opportunity Center

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are moved from the waiting list? (select one)

- ☐ One
☐ Two
☒ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- ☒ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work; overhoused and not buying in units being converted to homeownership)
☐ Resident choice: (state circumstances below)
☒ Other: Approved Reasonable Accommodation Requests

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☐ Victims of domestic violence
☐ Substandard housing
☐ Homelessness

☐ Highrentburden(rentis>50percentofincome)

Otherpreferences:(selectbelow)

- ☐ Workingfamiliesandthoseunabletoworkbecauseofageordisability
- ☐ Veteransandveterans'families
- ☐ Residentswholiveand/orworkinthejurisdiction
- ☐ Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- ☐ Householdsthatcon tributetomeetingincomegoals(broadrangeofincomes)
- ☐ Householdsthatcontributetomeetingincomerequirements(targeting)
- ☐ Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- ☐ Victimsofreprisalsorhatecrimes
- ☒ Otherpreferences:Foruptotenpercentofapplicantsadmittedineachfiscal year,BHAAelectstoextendconsiderationforaLocalPreferencetoapplicants whoseindividualcircumstancesared eterminedbytheExecutiveDirectortobe anemergencyhousingsituationnotresultingfromthefamily'sactionsor inactionincluding,butnotlimitedto(a)displacementbystateorlocal government,(b)displacementduetoextensivestructuraldamageas aresultof adisaster,(c)harassmentagainstafamilyinaprotectedclassand(d)for purposesofwitnessprotection.

3.IfthePHAwillemployadmissionspreferences,pleaseprioritizebyplacinga“1”in the spacethatrepresentsyourfirstpriority ,a“2”intheboxrepresentingyoursecond priority,andsoon.Ifyougiveequalweighttooneormoreofthesechoices(either throughanabsolutehierarchyorthroughapointsystem),placethesamenumbernext toeach.Thatmeansyoucanuse“1”mo rethanonce,“2”morethanonce,etc.

1LocalPreferences(10%ofAdmissionsOnly)

2DateandTime

FormerFederalpreferences:

InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessi bility,PropertyDisposition)

Victimsofdomesticviolence

Substandardhousing

Homelessness

Highrentburden

Otherpreferences(selectallthatapply)

- ☐ Workingfamil iesandthoseunabletoworkbecauseofageordisability
- ☐ Veteransandveterans'families
- ☐ Residentswholiveand/orworkinthejurisdiction
- ☐ Thoseenrolledcurrentlyineducational,training,orupwar d mobilityprograms
- ☐ Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)
- ☐ Householdsthatcontributetomeetingincomerequirements(targeting)

- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA - resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☒ Other source: Resident Handbook specific to each housing development

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Anytime family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

See also Attachment C.

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) development(s) to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site -based waiting lists
- If selected, list targeted developments below:

☐ Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) development below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub -component 3B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug -related activity only to the extent required by law or regulation

- ☐ Criminal and drug -related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug -related activity (list factors below)
- ☐ Other (list below)
- b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? (on a ☐ needed basis)
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC ☐ authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☒ Criminal or drug -related activity
- ☒ Other: (1) Names and addresses of previous two landlords (if known); (2) Information on any repayment agreements with BHA or previous landlord.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant ☐ -based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project -based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant ☐ -based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☒ Other: Chittenden County Rental Opportunity Center

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60 ☐ -day period to search for a unit?

If yes, state circumstances below: Subject to funding availability, proof of reasonable efforts; extenuating circumstances; accessibility needs.

(4) Admissions Preferences

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- ☐ Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s): Section 8 program participants residing in units with assistance through a Section 8 project-based Housing Choice Certificate or Voucher who need to move and are in full compliance with family responsibilities and the tenant leases shall begin within the next available Housing Choice Voucher on the regular waiting list or on any targeted waiting list for which the household is eligible.

For up to ten percent of applicants admitted in each fiscal year, BHA elects to extend consideration for a Local Preference to (1) applicants whose individual circumstances are determined by the Executive Director to be an emergency housing

situation not resulting from the family's actions or inaction, including, but not limited to: (a) displacement by state or local government, (b) displacement due to extensive structural damage as a result of a disaster, (c) harassment against a family in a protected class, or (d) for purposes of witness protection; (2) applicants and residents of public housing who have been determined to be eligible for the Section 8 Homeownership Option and have been determined to be 'mortgage ready' by the NeighborWorks Homeownership Center of Vermont.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- 1 Local Preferences (10% of Admissions only)
- 2 Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 Victims of domestic violence
 Substandard housing
 Homelessness
 High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contributes to meeting income goals (broad range of incomes)
- ☐ Household that contributes to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5.If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6.Relationship of preferences to income targeting requirements: (select one)

- ☒ The PHA applies preferences within income tiers (when need to meet targeting requirement)
- ☐ Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 programs to the public?

- ☐ Through published notices
- ☒ Other: Through regular communication to advocacy and social service organizations.

4. PHA Rent Determination Policies

[24 CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete this component

4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30%

of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plant to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:
☐ Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:
☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
(select one)

- ☐ Yes for all developments
☐ Yes but only for some developments
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent redeterminations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
☐ At family option
☐ Anytime the family experiences an income increase
☒ Anytime a family experiences an income increase above a threshold amount or percentage: (Threshold = \$50.00)

☐ Other(list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market -based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other: Rent Comparability Analysis prepared by professional appraiser

B. Section 8 Tenant -Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?

(select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
- ☒ Other: At least annually but more often if volatile market conditions require.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☒ Other: Market rent analysis by professional appraiser.

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
- ☐ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

BHA is a High Performing PHA and does not need to complete this section.

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|--|--|-------------------|
| Public Housing | | |
| Section 8 Vouchers | | |
| Section 8 Certificates | | |
| Section 8 Mod Rehab | | |
| Special Purpose Section 8 Certificates/ Vouchers (list individually) | | |
| Public Housing Drug Elimination Program (PHDEP) | | |
| | | |
| | | |
| Other Federal Programs (list individually) | | |
| | | |
| | | |

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 - Only PHAs are exempt from sub-component 6A.

BHA is a High Performing PHA and does not need to complete this section.

A. Public Housing

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant -Based Assistance

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template OR, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment F.

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert there)

(2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD -52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund?

b. If yes to question a, select one:

☒ The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment G.

-or-

☐ The Capital Fund Program 5 -Year Action Plan is provided below: (if selected, copy the CFP Optional 5 Year Action Plan from the Table Library and insert here)

B. HOPEVI and Public Housing Development and Replacement Activities (Non -Capital Fund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved

☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?
If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

| Demolition/Disposition Activity Description |
|--|
| 1a. Development name: Franklin Square Apartments |
| 1b. Development (project) number: VT36P001003 |
| 2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/> |
| 3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> |

| | |
|---|--|
| 4. Date application approved, submitted, or planned for submission: | (11/06/2000) |
| 5. Number of units affected: | 0 |
| 6. Coverage of action (select one) | |
| <input checked="" type="checkbox"/> Part of the development | – Disposition of unutilized land and construction of affordable homeownership units. |
| <input type="checkbox"/> Total development | |
| 7. Timeline for activity: | |
| a. Actual or projected start date of activity: | Following receipt of all permits |
| b. Projected end date of activity: | Two years from receipt of all permits |

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

A copy of the HUD approved Designated Housing Allocation Plan is available as a Supporting Document.

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

| Designation of Public Housing Activity Description |
|---|
| 1a. Development name: |
| 1b. Development (project) number: |
| 2. Designation type: |
| Occupancy by only the elderly <input type="checkbox"/> |

| |
|---|
| Occupancy by families with disabilities <input type="checkbox"/> |
| Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> |
| 4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u> |
| 5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan? |
| 6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description
☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

| Conversion of Public Housing Activity Description |
|---|
| 1a. Development name: |
| 1b. Development (project) number: |
| 2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next) |

| |
|---|
| question) <input type="checkbox"/> Other(explainbelow) |
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No:IsaConversionPlanrequired?(Ifyes,gotoblock4;ifno,goto block5.) |
| 4.StatusofConversionPlan(selectthestatementthatbestdescribesthecurrent status) <input type="checkbox"/> ConversionPlanindevelopment <input type="checkbox"/> ConversionPlansubmittedtoHUDon:(DD/MM/YYYY) <input type="checkbox"/> ConversionPlanapprovedbyHUDon:(DD/MM/YYYY) <input type="checkbox"/> ActivitiespursuanttoHUD -approvedConversionPlanunderway |
| 5.Descriptionofhowrequirements ofSection202arebeingsatisfiedbymeansother thanconversion(selectone) <input type="checkbox"/> Unitsaddressedinapendingorapproveddemolitionapplication(date submittedorapproved: <input type="checkbox"/> UnitsaddressedinapendingorapprovedHOPEVIDemolitionapplication (datesubmittedorapproved:) <input type="checkbox"/> UnitsaddressedinapendingorapprovedHOPEVIREvitalizationPlan (datesubmittedorapproved:) <input type="checkbox"/> Requirementsnolongerapplicable:vacancyratesarelessthan10percent <input type="checkbox"/> Requirementsnolongerapplicable:sitenowhaslessthan300units <input type="checkbox"/> Other:(describebelow) |

| |
|--|
| B.ReservedforConversionspursuanttoSection22oftheU.S.HousingActof 1937 |
|--|

| |
|--|
| C.ReservedforConversionspursuanttoSection33oftheU.S.HousingActof 1937 |
|--|

11.HomeownershipProgramsAdministeredbythePHA

[24CFRPart903.79(k)]

A.PublicHousing

ExemptionsfromComponent11A:Section8onlyPHAsarenotrequiredtocomplete11A.

1. ☒ Yes ☐ No: Does the PHA administer any home ownership programs administered by the PHA under an approved section 5(h) home ownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any home ownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to

component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

| Public Housing Homeownership Activity Description (Complete one for each development affected) |
|---|
| 1a. Development name: South End Scattered Site Units 1b. Development (project) number: VT36P001006 |
| 2. Federal Program authority: <input type="checkbox"/> HOPEI <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99) |
| 3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved: <u>7/23/2001</u> |
| 5. Number of units affected: 3 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development |

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
- ☐ 26- 50 participants
- ☐ 51 to 100 participants
- ☐ more than 100 participants

b. PHA -established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs

[24CFR Part 903 .79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 -Only PHAs are not required to complete sub -component C.

BHA is a High Performing PHA and does not need to complete this section .

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- ☐ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self -sufficiency services and program to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare -to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☐ No: Does the PHA coordinate, promote or provide any program to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

| Services and Programs | | | | |
|--|-------------------|--|--|--|
| Program Name & Description (including location, if appropriate) | Estimated Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office/ PHA main office/ other provider name) | Eligibility (public housing or section 8 participants or both) |
| | | | | |
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|--|--|--|--|--|

(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|--|--|--|
| Program | Required Number of Participants (start of FY 2000 Estimate) | Actual Number of Participants (As of: DD/MM/YY) |
| Public Housing | | |
| Section 8 | | |

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☐ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

BHA is a High Performing PHA and does not need to complete this section. The BHA Resident Satisfaction Survey Follow-up Safety Plan is contained in Attachment D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the area surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program

☐ Other(describ ebelow)

2.Whichdevelopmentsaremostaffected?(listbelow)

C.CoordinationbetweenPHAandthepolice

1.DescribethecoordinationbetweenthePHAandtheappropriatepoliceprecinctsfor carryingoutcrimepreventionmeasuresandactivities: (selectallthatapply)

- ☐ Policeinvolvementindevelopment,implementation,and/orongoing evaluationofdrug -eliminationplan
- ☐ Policeprovidecrimedatatohousingauthoritystaffforanalysisandaction
- ☐ Policehaveestablishedaphysicalpresenceonhousingauthorityproperty(e.g., communitypolicingoffice,officerinresidence)
- ☐ Policeregularlytestifyinandotherwisesupportevictioncases
- ☐ Policeregularlymeet withthePHAManagementandresidents
- ☐ AgreementbetweenPHAandlocallawenforcementagencyforprovisionof above-baselinelawenforcementservices
- ☐ Otheractivities(listbelow)

2.Whichdevelopmentsaremostaffected ?(listbelow)

D.AdditionalinformationasrequiredbyPHDEP/PHDEPPlan

PHAseligibleforFY2000PHDEPfundsmustprovideaPHDEPPlanmeetingspecifiedrequirements priortoreceiptofPHDEPfunds.

- ☐ Yes ☐ No: Ist hePHAeligibletoparticipateinthePHDEPinthefiscalyear coveredbythisPHAPlan?
- ☐ Yes ☐ No: HasthePHAincludedthePHDEPPlanforFY2000inthisPHA Plan?
- ☐ Yes ☐ No: ThisPHDE PPlanisanAttachment.(AttachmentFilename:____)

14.RESERVEDFORPETPOLICY

[24CFRPart903.79(n)]

BHAisaHighPerformingPHAanddoesnotneedtocompletethissection.The PetPolicyiscontainedinthePublicHousingAdmissionsandCon tinued OccupancyPolicystatement,whichisasupportingdocument

15.CivilRightsCertifications

[24CFRPart903.79(o)]

CivilrightscertificationsareincludedinthePHAPlanCertificationsofCompliance withthePHAPlansandRelatedRegulations.

16.FiscalAudit

[24CFRPart903.79(p)]

1. ☒ Yes ☐ No: IsthePHArequiredtohaveanauditconductedundersection 5(h)(2)oftheU.S.HousingActof1937(42US.C.1437c(h))?
(Ifno,skiptocomponent1 7.)
2. ☒ Yes ☐ No: WasthemostrecentfiscalauditsubmittedtoHUD?
3. ☐ Yes ☒ No: Werethereanyfindingsastheresultofthataudit?
4. ☐ Yes ☐ No: Iftherewereanyfindings,doanyremainunresolved?
Ifyes,howmanyunresolvedfindingsremain?_____
5. ☐ Yes ☐ No: Haveresponsestoanyunresolvedfindingsbeensubmittedto HUD?
Ifnot,whenaretheydue(statebelow)?

17.PHAAssetManagement

[24CFRPart903.79(q)]

Exemptionsfromcomponent17:Section8OnlyPHAsarenotrequiredto completethiscomponent. HighperformingandsmallPHAsarenotrequiredto completethiscomponent.

BHAisaHighPerforming PHAanddoesnotneedto completethissection.

1. ☐ Yes ☐ No: IsthePHAengaginginanyactivities thatwillcontributetothe long-termassetmanagementofitspublichousingstock, includinghowtheAgencywillplan forlong -termoperating, capitalinvestment,rehabilitation,modernization,disposition,and otherneedsthathave **not**beenaddressedelsewhereinthisPHA Plan?
2. WhattypesofassetmanagementactivitieswillthePHAundertake?(selectallthat apply)
☐ Notapplicable
☐ Privatemanagement
☐ Development-basedaccounting
☐ Comprehensivestockassessment
☐ Other:(listbelow)
3. ☐ Yes ☐ No: Hast hePHAincludeddescriptionsofassetmanagementactivities inthe**optional** PublicHousingAssetManagementTable?

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☐ Attached at Attachment (Filename)
- ☒ Provided below: RAB members supported the plan and the priorities presented in the plan.
3. In what manner did the PHA address those comments? (select all that apply)
- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
- List changes below:
- ☒ Other: RAB members provided suggestions on improvements for the management and operations of programs.

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot

☐ Other:(describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant based assistance) -
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Burlington

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the need expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.
- ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

- ✓ Highlights the need for the creation of new affordable housing units accessible to Housing Choice Voucher recipients
- ✓ Supports the conversion of BHA South End scattered site units to homeownership
- ✓ Supports the preservation of all other public housing units in the community

- ✓ Supportsthe developmentofaffordablehomeownershipunitsonunutilized landatFranklinSquare
- ✓ SupportstheimplementationandexpansionofBHA'sSection8 HomeownershipOptionProgram
- ✓ EncouragesBHAtofullyutilizeitsabilitytoproject -baseSection8Vouchers insupportofnewaffordablehousingdevelopmentandgreaterhousing opportunitiesforprogramparticipants
- ✓ SupportsBHA'sTenYearCapitalImprovementssatrategy
- ✓ SupportsBHA'spartnershipswithCOTSandotheraffordablehousing providers;inparticular,theChittendenCountyRentalOpportunityCenter
- ✓ SupportsBHA'sFamilySelf-SufficiencyProgram

D.OtherInformationRequiredbyHUD

Use this section to provide any additional information requested by HUD.

No other information is required by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

ATTACHMENT A -Resident Member on Board of Commissioners

Resident Board Member: Carol Clark
Program: Section 8 Participant
Appointment: By Mayor
Term: Five years, ending 1/17/2003

ATTACHMENT B -Resident Advisory Board Membership (Calendar 2002)

Esther McGrath
Amy Pawluk
Frank Jameson
Charlotte Gratton
Ron Podlaski
Kelly Morin
Alan Dalton
Sheila Gorski
Maya Boucher
Tracey Randall

ATTACHMENT C -Deconcentration of Poverty and Income Mixing

BHA has reviewed income levels in its family public housing in order to determine any policy or procedural changes necessary to comply with the Deconcentration Rule. As of January 31, 2002, the income levels were as follows:

DECONCENTRATION ANALYSIS

| | | | |
|---------------------------------------|----------|----------|----------|
| 01/31/2002 | | | |
| Avg. Income -all Covered Developments | | \$15,501 | |
| Acceptable Range (85% -115%) | \$13,884 | - | \$18,783 |
| Avg. Income -Riverside | | \$15,575 | |
| Avg. Income -Hillside Terrace | | \$18,766 | |
| Avg. Income -Franklin Square | | \$15,878 | |

As average income at all covered developments fall within the 'acceptable' range, no deconcentration action is required at this time by BHA.

ATTACHMENTD –ResidentSatisfactionSurveyFollow -upActionPlan

AspartofthePHAS:FY02evaluation,HUDconducteddaResidentSatisfaction SurveywhichwasdistributedrandomlytoPublicHousingresidentsduringthe summerof2001.216surveysweredistributedrandomly,basedonpopulation percentagesineachdevelopment.Theoverallresponseratewas51%.Basedon surveyresultsreportedbyHUD,BHA'scombinedscoreonthesafetysectionwas 72%,belowthe75%minimumthreshold(thenationalratealsofellbelowthe minimumthreshold).Thescorerepresentedafourpointimprovementoverthescore fromtheFY2000survey.Asresult,BHAisrequiredtoaddressthesafetyissues identifiedinthesurveyandtoarticulateourresponseinourFY03AnnualPlan.

Thedevelopmentsinwhichwescoredlessthantheminimumonoverallsafetywere 230St.PaulStreet(68%),FranklinSquare(73%)andRiversideAvenue(72%).

At230St.PaulStreet,wehaveinstalledavideosecuritysystemonthefirstfloor. Tenants,nonetheless,continuetohaveaperceptionofsafetyconcernswhichisnot substantiatedbyanydocumentationofcrimesorthreatsagainstresidents.

AtFranklinSquare,thesurveyfollowedaperiodwhenBHAwasaddressingdrug activitiesinthreeapartments.Allthreehouseholdswere successfullyevicted.We haveconductedfollow-upmeetingswithresidentstoencourage theorganizationofa NeighborhoodWatch.Residentshavenotshowninterestandattendanceatmeetings withthepolicehasbeenspase.

AtRiversideAvenue,wecontinuetobeunableto identifythebasisofresidentsafety concerns.Thesurveydidnotidentify safetyasamajorconcernanddidnotrevealany specificactionitemsfor follow-upaction.Asubsequentcommunitymeetingwith residentstodiscuss safetyconcernswasheldinresponsetothe priorRASSsurvey. Noresidentsattended.

Thefollow-upplanwhichfollowsdetailsitemswhichhavebeencompletedfromthe prioryear'splananditemsthatareongoingaswecontinuetotrytoaddresstenant perceptionsregardingsafety.

Follow-upPlanre:PublicHousingSafetyConcerns

| CompletionDate | Activity |
|-----------------------|---|
| COMPLETED | Installcamerasecuritysystemon1 st Floorat230St. PaulStreet (pertenantrequest). |

| | |
|-----------|---|
| COMPLETED | Invite residents at Riverside Ave development to community meeting to discuss safety concerns |
| COMPLETED | Distribute newsletter to family development soliciting interest in informing neighborhood watch program. |
| COMPLETED | Invite police to community meetings at each public housing site to include specific information on community policing options and written safety materials. |
| COMPLETED | Send out "safety" memo to elderly/disabled residents. Strongly recommend (and provide information/advocacy as needed) that all tenants have telephones and are tied to front entry door systems in the elderly disabled buildings. |
| COMPLETED | Install camera security system in lobby at 10 N. Champlain, per tenant request. |
| COMPLETED | Conduct door-to-door survey at Riverside Ave development. Includes specific questions concerning safety concerns. |
| COMPLETED | Analyze Riverside Ave survey results and formulate follow-up plan. |
| COMPLETED | Include updated safety materials in BHA handbooks and continue to address concerns over time through written publications such as development newsletters and reminder Memos. Add language to renter's insurance section that speaks to covered losses with regard to automobile contents. Be specific that BHA is not responsible for loss, vandalism or theft from the parking lot or individual units. |
| Quarterly | Access police intervention information for each site. Gather information on number of calls and type and disposition of the complaints. Focus particular attention on issues relating to the parking areas. Assess feasibility of regular patrols. |
| Ongoing | Continue regular BHA staff/police meetings to address concerns as they arise. |
| Ongoing | Promptly address any safety concerns identified by tenants at regularly scheduled BHA/tenant meetings. |

Ongoing

Reinforce through written materials BHA's lease expectations. Clearly define in organizational materials and individual letters to tenants, any acts that constitute a lease violation and BHA's enforcement policy .

ATTACHMENTE –CapitalFundProgramandEvaluationReportsasof12/31/2001

| AnnualStatement/PerformanceandEvaluationReport | | | | | |
|--|--|---|------------------|------------------|----------------------------------|
| CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary | | | | | |
| PHAName: BURLINGTONHOUSINGAUTHORITY | | GrantTypeandNumber CapitalFundProgramGrantNo: VT36P00170799 ReplacementHousingFactorGrantNo: | | | FederalFYofGrant: 1999 |
| <input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:) <input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:12/31/2001 <input type="checkbox"/> FinalPerformanceandEvaluationReport | | | | | |
| Line No. | SummarybyDevelopmentAccount | TotalEstimated Cost | | TotalActualCost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Totalnon -CFPFunds | | | | |
| 2 | 1406Operations | | | | |
| 3 | 1408ManagementImprovementsSoftCosts | | | | |
| | ManagementImprovementsHardCosts | | | | |
| 4 | 1410Administration | \$36,640 | \$36,640 | \$36,640 | \$36,640.00 |
| 5 | 1411Audit | | | | |
| 6 | 1415LiquidatedDamages | | | | |
| 7 | 1430FeesandCosts | \$22,066 | \$19,066 | \$19,066 | \$15,986.86 |
| 8 | 1440SiteAcquisition | | | | |
| 9 | 1450SiteImprovement | \$21,000 | \$21,000 | \$21,000 | \$21,000.00 |
| 10 | 1460DwellingStructures | \$286,700 | \$289,700 | \$289,700 | \$268,163.19 |
| 11 | 1465.1DwellingEquipment —Nonexpendable | | | | |
| 12 | 1470NondwellingStructures | | | | |
| 13 | 1475NondwellingEquipment | | | | |
| 14 | 1485Demolition | | | | |
| 15 | 1490ReplacementReserve | | | | |
| 16 | 1492MovingtoWorkDemonstration | | | | |
| 17 | 1495.1RelocationCosts | | | | |
| 18 | 1499DevelopmentActivities | | | | |
| 19 | 1502Contingency | | | | |
| 20 | AmountofAnnualGrant:(sumofline2 -19) | \$366,406 | \$366,406 | \$366,406 | \$341,790.05 |
| | Amountoffline20RelatedtoLBPActivities | | | | |
| | Amountoffline 20RelatedtoSection504compliance | | | | |
| | Amountoffline20RelatedtoSecurity —SoftCosts | | | | |
| | AmountofLine20relatedtoSecurity --HardCosts | | | | |
| | Amountoffline20RelatedtoEnergyConservationMeasures | | | | |
| | CollateralizationExpensesorDebtService | | | | |
| | | | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHAName: BURLINGTON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: VT36P00170799 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 1999 | | |
|---|--|--|------------------|----------------------|----------------|-------------------------------------|-------------------|------------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA Wide – Admin | BHA Administration | 1410 | | \$36,640 | \$36,640 | \$36,640 | \$36,640.00 | |
| HA Wide – Fees & Costs | A&E Fees | 1430 | | \$22,066 | \$19,066 | \$19,066 | \$15,986.86 | |
| VT1-1 Riverside Avenue | Site: Replacement of Courtyard Patio | 1450 | | \$2,000 | \$2,000 | \$2,000 | \$2,000.00 | Work Item Closed |
| | Dwelling Units: Apartment Handrail Installation | 1460 | 24 | \$4,760 | \$4,760 | \$4,760 | \$4,760.00 | Work Item Closed |
| VT1-2 North Champlain Street | Building Exterior: Replacement of Window Caulking | 1460 | | \$9,380 | \$10,000 | \$10,000 | \$10,000.00 | Work Item Closed |
| | Dwelling Units: Apartment Floor Replacement Door Lock Replacement | 1460 | DU Total: | \$2,000 | \$2,000 | \$2,000 | \$2,000.00 | Work Item Closed |
| | | | | \$4,620 | \$4,620 | \$4,620 | \$4,619.79 | Work Item Closed |
| | | | | \$6,620 | \$6,620 | \$6,620 | \$6,619.79 | |
| | | | TOTAL | | | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHAName: BURLINGTON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: VT36P00170799 Replacement Housing Factor or Grant No: | | | | Federal FY of Grant: 1999 | | |
|---|--|---|-----------------|----------------------|------------------|-------------------------------------|---------------------|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| VT1-3 Franklin Square | Site: Yard Dividing | 1450 | | \$19,000 | \$19,000 | \$19,000 | \$19,000.00 | Work Item Closed |
| | Building Exterior: Window & Siding Repair | 1460 | | \$124,920 | \$124,300 | \$124,300 | \$124,200.00 | Installation Complete; Part of larger contract |
| | Dwelling Units: Apartment Floor Replacement Apartment Handrail Installation Resident Manager's Apartment | 1460 | Total DU | \$12,000 | \$10,889 | \$10,889 | \$10,889.09 | Work Item Closed |
| | | | | \$5,500 | \$5,320 | \$5,320 | \$5,320.40 | Work Item Closed |
| | | | | \$86,275 | \$86,275 | \$86,275 | \$71,512.02 | Work Item Completed |
| | | | | \$103,775 | \$102,484 | \$102,484 | \$87,721.51 | |
| VT1-4 230 St. Paul Street | Mechanical and Electrical: Elevator Upgrades | 1460 | | \$25,309 | \$25,309 | \$25,309 | \$25,309.43 | Work Item Closed |
| | Building Exterior: Entry Door Improvements | 1460 | | \$8,936 | \$8,936 | \$13,227 | \$6,552.46 | In Process of Finalizing |
| VT1-7 Hillside Terrace | Dwelling Units: Apartment Floor Replacement | 1460 | TOTAL | \$3,000 | \$3,000 | \$3,000 | \$3,000.00 | Work Item Closed |
| | | | | \$366,406 | \$366,406 | \$366,406 | \$341,790.05 | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

| PHAName: BURLINGTON HOUSING AUTHORITY | | | Grant Type and Number Capital Fund Program No: VT36P00170799 Replacement Housing Factor No: | | | | Federal FY of Grant: 1999 |
|--|--|------------|--|---|------------|------------|-------------------------------------|
| Development Number Name/HA-Wide Activities | All Funds Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| VT1-1 Riverside Avenue | 06/30/2000 | 09/30/2000 | 09/30/2000 | 09/30/2000 | 12/31/2000 | 12/31/2000 | |
| VT1-2 North Champlain | 06/30/2000 | 06/30/2000 | 06/30/2000 | 09/30/2000 | 09/30/2000 | 09/30/2000 | |
| VT1-3 Franklin Square | 06/30/2000 | 09/30/2001 | 09/30/2001 | 12/31/2000 | 03/31/2002 | | Installation Complete |
| VT1-4 230 St. Paul St | 12/31/1999 | 12/31/1999 | 12/31/1999 | 06/30/2000 | 03/31/2002 | | Closing Documents being finalized |
| VT1-7 Hillside Terrace | 09/30/2000 | 09/30/2000 | 06/30/2000 | 12/31/2000 | 06/30/2001 | 06/30/2001 | |
| | | | | | | | |
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| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary | | | | | |
|--|---|---|------------------|-------------------|--|
| PHA Name: BURLINGTON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: VT36P00150100 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2000 |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non -CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements Soft Costs | | | | |
| | Management Improvements Hard Costs | | | | |
| 4 | 1410 Administration | \$52,751 | \$52,751 | \$52,751 | \$52,751.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$16,500 | \$16,500 | \$10,600 | \$4,575.59 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | | | |
| 10 | 1460 Dwelling Structures | \$416,262 | \$423,262 | \$184,709 | \$124,837.22 |
| 11 | 1465.1 Dwelling Equipment — Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$42,000 | \$35,000 | \$35,000 | \$35,000 |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1502 Contingency | | | | |
| 20 | Amount of Annual Grant: (sum of line 2 - 19) | \$527,513 | \$527,513 | \$283,060 | \$217,163.81 |
| | Amount of line 20 Related to LBP Activities | | | | |
| | Amount of line 20 Related to Section 504 compliance | | | | |
| | Amount of line 20 Related to Security — Soft Costs | | | | |
| | Amount of line 20 related to Security — Hard Costs | | | | |
| | Amount of line 20 Related to Energy Conservation Measures | | | | |
| | Collateralization Expense or Debt Service | | | | |
| | | | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHAName: BURLINGTON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: VT36P00150100 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2000 | | |
|---|---|--|----------|----------------------|-----------|----------------------------------|----------------|--|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA Wide – Admin | BHA Administration | 1410 | | \$52,751 | \$52,751 | \$52,751 | \$52,751.00 | |
| HA Wide – Fees & Costs | A&E Fees | 1430 | | \$16,500 | \$16,500 | \$10,600 | \$4,575.59 | |
| VT1-3 Franklin Square | Building Exterior: Window and Siding Repair | 1460 | | \$87,262 | \$87,262 | \$87,262 | \$43,325.41 | Installation in Progress |
| | Site-Wide Facilities: Storage Buildings | 1470 | | \$42,000 | \$35,000 | \$35,000 | \$35,000.00 | Work Item Complete |
| VT1-4 230 St. Paul Street | Mechanical & Electrical: Sprinkler System | 1460 | | \$100,000 | \$100,000 | \$0 | \$0.00 | Design being revised. New closet doors/frames required |
| | Dwelling Units: Hallway Improvements | 1460 | | \$17,000 | \$24,000 | \$24,000 | \$24,000 | Work Item Complete |
| VT1-7 Hillside Terrace | Building Exterior: Roof and Overhangs | 1460 | | \$132,000 | \$132,000 | \$54,017 | \$39,237.47 | On hold - Spring Completion Design in Process |
| | Siding and Trim | 1460 | | \$60,000 | \$60,000 | \$0 | \$0.00 | |
| | Dwelling Units: Window Replacement | 1460 | | \$20,000 | \$20,000 | \$19,430 | \$18,274.34 | Installation Complete – Closing Documents being finalized. |
| | | | TOTAL | | | | | |
| | | | | \$527,513 | \$527,513 | \$283,060 | \$217,163.81 | |

| | |
|--|---------------|
| AnnualStatement/PerformanceandEvaluationReport | |
| CapitalFundProgramandCapitalFundProgramReplacementHousingFacto | r(CFP/CFPRHF) |
| PartIII:ImplementationSchedule | |

[illegible]

| Annual Statement/Performance and Evaluation Report | | | | | |
|---|---|--|-----------|-------------------|-------------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary | | | | | |
| PHA Name: BURLINGTON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: VT36P00150101 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2001 |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total Non - CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements Soft Costs | | | | |
| | Management Improvements Hard Costs | | | | |
| 4 | 1410 Administration | \$53,825 | \$53,825 | \$53,825 | \$26,910.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$17,000 | \$17,000 | \$2,842 | \$2,842.05 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$72,000 | \$72,000 | \$0 | \$0.00 |
| 10 | 1460 Dwelling Structures | \$365,434 | \$365,434 | \$21,975 | \$19,811.00 |
| 11 | 1465.1 Dwelling Equipment — Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$30,000 | \$30,000 | \$0 | \$0.00 |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1502 Contingency | | | | |
| 20 | Amount of Annual Grant: (sum of line 2 - 19) | \$ 538,259 | \$538,259 | \$78,642 | \$49,563.05 |
| | Amount of line 20 Related to LBP Activities | | | | |
| | Amount of line 20 Related to Section 504 compliance | | | | |
| | Amount of line 20 Related to Security — Soft Costs | | | | |
| | Amount of Line 20 related to Security -- Hard Costs | | | | |
| | Amount of line 20 Related to Energy Conservation Measures | | | | |
| | Collateralization Expenses or Debt Service | | | | |
| | | \$105,000 | \$105,000 | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHAName: BURLINGTON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: VT36P00150101 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2001 | | |
|---|---|--|------------|----------------------|------------------|-------------------------------------|--------------------|--|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA Wide – Admin | BHA Administration | 1410 | | \$53,825 | \$53,825 | \$53,825 | \$26,910.00 | |
| HA Wide – Fees & Costs | A&E Fees | 1430 | | \$17,000 | \$17,000 | \$2,842 | \$2,842.05 | |
| VT1-1 Riverside Avenue | Dwelling Units: Tub/Shower Surrounds | 1460 | 24 | \$15,000 | \$15,000 | \$0 | \$0.00 | Assessing option for replacement |
| | Site-Wide Facilities: Community Building | 1470 | 1 | \$30,000 | \$30,000 | \$0 | \$0.00 | Design review underway to define scope |
| VT1-3 Franklin Square | Building Exterior: Window and Siding Repair | 1460 | 60 units | \$96,000 | \$96,000 | \$0 | \$0.00 | Design in progress to assess extent of repairs needed |
| | Dwelling Units: Fire Alarm/Smoke Detectors | 1460 | 60 units | \$21,434 | \$21,434 | \$2,164 | \$0.00 | Sample unit being installed |
| VT1-4 230 St. Paul St | Mechanical and Electrical: Elevator Upgrades Sprinkler System – Phase II Fire Alarm Upgrade | 1460 | 1 | \$17,000 | \$19,810 | \$19,811 | \$19,811 | Work Item Complete Design pending closet door replacement Design pending closet door replacement |
| | | | 153 units | \$100,000 | \$100,000 | \$0 | \$0.00 | |
| | | | 1 | \$10,000 | \$10,000 | \$0 | \$0.00 | |
| | | | Total M&E: | \$127,000 | \$129,810 | \$0 | \$0.00 | |
| | Dwelling Units: Closet Doors | 1460 | 153 units | \$106,000 | \$103,190 | \$0 | \$0.00 | Redesign to reduce scope in process |
| VT1-7 Hillside Terrace | Site: Site Improvements | 1450 | 1 | \$72,000 | \$72,000 | \$0 | \$0.00 | Design in process for bidding and summer construction |
| | | | | \$538,259 | \$538,259 | \$78,642 | \$49,563.05 | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

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ATTACHMENT F – FFY2002 Capital Fund Program Annual Statement

| Annual Statement/Performance and Evaluation Report | | | | | |
|--|---|--|---------|-------------------|-------------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary | | | | | |
| PHA Name: BURLINGTON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: VT36P00150102 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2002 |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total Non - CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements Soft Costs | | | | |
| | Management Improvements Hard Costs | | | | |
| 4 | 1410 Administration | \$53,825 | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$2,434 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$71,000 | | | |
| 10 | 1460 Dwelling Structures | \$411,000 | | | |
| 11 | 1465.1 Dwelling Equipment — Nonexpendable | | | | |
| 12 | 1470 Non dwelling Structures | | | | |
| 13 | 1475 Non dwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1502 Contingency | | | | |
| | | | | | |
| | Amount of Annual Grant: (sum of lines 1 thru 19) | \$538,259 | | | |
| | Amount of line XX Related to LBP Activities | | | | |
| | Amount of line XX Related to Section 504 compliance | | | | |
| | Amount of line XX Related to Security — Soft Costs | | | | |
| | Amount of Line XX related to Security — Hard Costs | | | | |
| | Amount of line XX Related to Energy Conservation Measures | | | | |
| | Collateralization Expenses or Debt Service | | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHAName: BURLINGTONHOUSINGAUTHORITY | | GrantTypeandNumber CapitalFundProgramGrantNo: VT36P00150102 ReplacementHousingFactorGrantNo: | | | | | FederalFYofGrant: 2002 | | |
|---|---|--|---------------------|----------|--------------------|--|---------------------------|--|------------------|
| Development Number Name/HA-Wide Activities | GeneralDescriptionofMajorWork Categories | | Dev. Acct No. | Quantity | TotalEstimatedCost | | TotalActualCost | | Statusof Work |
| HA –Wide | FundingforPHAStaff | | | | | | | | |
| Admin | @ 10% oftheannualgrant | | 1410 | | \$53,825. | | | | |
| | | | | | | | | | |
| HA –Wide | A&EServices@7% | | | | | | | | |
| | ofscopeofwork | | 1430 | | \$2,434. | | | | |
| | | | | | | | | | |
| VT1-1 | SmokeDetectorUpgrade | | 1460 | 48units | \$25,000. | | | | |
| Riverside | TubSurrounds –PhaseII | | 1460 | 24units | \$15,000. | | | | |
| Avenue | | | | | | | | | |
| | | | | | | | | | |
| VT1-2 | VentilationSystem | | 1460 | 50units | \$40,000. | | | | |
| NorthChamplain Street | CommonArea –Walls,Floors& Handrails | | 1460 | 5halls | \$50,000. | | | | |
| | | | | | | | | | |
| VT1-3 | AsphaltPaving | | 1450 | 1site | \$20,000. | | | | |
| Franklin | KitchenCabinets/Countertops | | 1460 | 50units | \$58, 000. | | | | |
| Square | | | | | | | | | |
| | | | | | | | | | |
| VT1-4 | SprinklerSystem –PhaseI | | 1460 | 48units | \$100,000. | | | | |
| 230St.Paul | FireAlarmUpgrade –PhaseI | | 1460 | 1 | \$10,000. | | | | |
| Street | Bi-FoldDoors –PhaseI | | 1460 | 48units | \$65,000. | | | | |
| | FirstFloorReconfigurat ion | | 1460 | 1 | \$35,000. | | | | |
| | | | | | | | | | |
| VT1-7 | SmokeDetectorUpgrades | | 1460 | 26units | \$13,000. | | | | |
| Hillside | SiteGrading | | 1450 | 1site | \$36,000. | | | | |
| Terrace | Walkways&Driveways | | 1450 | 1site | \$15,000. | | | | |
| | | | | | | | | | |
| | | | | TOTAL | \$538,259. | | | | |

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|---|---|---------|--|---|---------|--------|-------------------------------------|
| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule | | | | | | | |
| PHA Name: BURLINGTON HOUSING AUTHORITY | | | Grant Type and Number Capital Fund Program No: VT36P00150102 Replacement Housing Factor No: | | | | Federal FY of Grant: 2002 |
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| VT1-1 Riverside Ave | 06/30/2003 | | | 12/31/2003 | | | |
| VT1-2 N. Champlain St. | 06/30/2003 | | | 12/31/2003 | | | |
| VT1-3 Franklin Sq. | 06/30/2003 | | | 12/31/2003 | | | |
| VT1-4 230 St. Paul St. | 12/31/2002 | | | 06/30/2003 | | | |
| VT1-7 Hillside Terrace | 06/30/2003 | | | 09/30/2003 | | | |
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ATTACHMENTG –CapitalFundProgramFiveYearActionPlan

| CapitalFundProgramFive -YearA ctionPlan PartI:Summary | | | | | |
|--|---------------------|--|--|---|--|
| PHAName BURLINGTON HOUSINGAUTHORITY | | | | <input checked="" type="checkbox"/> Original5 -YearPlan <input type="checkbox"/> RevisionNo: | |
| Development Number/Name/HA- Wide | Year1 | WorkStatementforYear2 FFYGrant:2003 PHAFY:2004 | WorkStatementforYear3 FFYGrant:2004 PHAFY:2005 | WorkStatementforYear4 FFYGrant:2005 PHAFY:2006 | WorkStatementforYear5 FFYGrant:2006 PHAFY:2007 |
| | Annual Statement | | | | |
| VT1-1RiversideAve | | \$55,000 | \$42,500 | \$20,000 | \$0 |
| VT1-2 N.Champlain | | \$15,000 | \$84,000 | \$0 | \$0 |
| VT1-3FranklinSq. | | \$0 | \$0 | \$54,500 | \$0 |
| VT1-4St.PaulStreet | | \$400,000 | \$385,759 | \$463,759 | \$463,759 |
| VT1-7HillsideTerr | | \$68,259 | \$26,000 | \$0 | \$74,500 |
| | | | | | |
| TotalCFPFunds (Est.) | | \$538,259 | \$ 538,259 | \$538,259 | \$538,259 |
| TotalReplacement HousingFactorFunds | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPages —WorkActivities

| Activitiesfor Year1 | ActivitiesforYear: 2 FFYGrant:2003 PHAFY: 2004 | | | ActivitiesforYear: 3 FFYGrant:2004 PHAFY:2005 | | |
|------------------------|--|--------------|------------------|---|--------------|------------------|
| | VT1-1RiversideAve | | | VT1-1RiversideAve | | |
| | HeatmakerBoilers | 22units | \$55,000 | HeatmakerBoilers | 17units | \$42,500 |
| | | | | | | |
| | VT1-2N.Champlain | | | VT1-2N.Champlain | | |
| | Ranges | 50units | \$15,00 0 | Tub/ShowerValves | 50units | \$14,000 |
| | | | | TrashCompactor | 1 | \$20,000 |
| | | | | ElevatorPiston | 1 | \$50,000 |
| | | | | | | |
| | VT1-3FranklinSq. | | \$0 | VT1-3FranklinSq. | | \$0 |
| | | | | | | |
| | VT1-4St.PaulStreet | | | VT1-4St.PaulStreet | | |
| | Ranges | 153units | \$50,000 | Sprinkler –PhaseII | 112units | \$100,000 |
| | HeatingSystem | 160units | \$350,000 | FireAlarm | 10Floors | \$100,000 |
| | | | | Bi-FoldDoors | 105units | \$142,759 |
| | | | | EmergencyCall | 159units | \$33,000 |
| | | | | A/CHandling | 1 | \$10,000 |
| | | | | | | |
| | VT1-7HillsideTerrace | | | VT1-7Hillside Terrace | | |
| | Heaters –LivingRoom | 26units | \$35,000 | Tub/ShowerUnits | 26 | \$26,000 |
| | ReplacementHeaters | 26units | \$33,259 | | | |
| | | | | | | |
| | | TOTAL | \$538,259 | | TOTAL | \$538,259 |

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPages —WorkActivities

| Activitiesfor Year1 | ActivitiesforYear: 4 FFYGrant:2005 PHAFY:2006 | | | ActivitiesforYear: 5 FFYGrant:2006 PHAFY:2007 | | |
|------------------------|--|--------------|------------------|--|--------------|------------------|
| | VT1-1Riverside Ave | | | VT1-1Riverside Ave | | \$0 |
| | HeatmakerBoilers | 8units | \$20,000 | | | |
| | | | | | | |
| | VT1-2N. Champlain | | \$0 | VT1-2N. Champlain | | \$0 |
| | | | | | | |
| | VT1-3FranklinSq. | | | VT1-3FranklinSq. | | \$0 |
| | FireAlarmSystem | 60units | \$54,500 | | | |
| | | | | | | |
| | VT1-4St.Paul Street | | | VT1-4St.Paul Street | | |
| | Window/Siding | 80units | \$463,759 | Window/Siding | 80units | \$463,759 |
| | | | | | | |
| | VT1-7Hillside Terrace | | \$0 | VT1-7Hillside Terrace | | |
| | | | | ExteriorPaint | 13Buildings | \$26,000 |
| | | | | KitchenCabinets | 26units | \$48,5000 |
| | | | | | | |
| | | TOTAL | \$538,259 | | TOTAL | \$538,259 |

ATTACHMENTH –Section8HomeownershipProgramCapacityStatement

TheBurlingtonHousingAuthoritycurrentlyoperatesahighlysuccessfulSection8 HomeownershipOptionPrograminpartnershipwiththeBurlingtonCommunityLand TrustNeighborWorksHomeownershipCenterandtheVermontDevelopmentCredit Union(VDCU),designedspecificallytoservethefinancialneedsoflowincome households.TheprogramwasauthorizedbyHUDundertheproposed HomeownershipruleasademonstrationprogramonOctober14,1999.

As of March 2002, thirty -one families have achieved homeownership.

ATTACHMENTI -Project -basedVoucherStatement

TheBurlingtonHousingAuthorityintendstoutilizeupto20%ofthefunding availabletoitfortenant -basedassistanceundertheSection8CertificateandVoucher programforproject-basedVouchers.

TheCityofBurlingtonisfacingarentalhousingcrisis,withavacancyrateoflessthan onepercent.Anexpandedproject -basedvoucherprogramwillencourageandsupport thedevelopmentofadditionalhousingunitsavailabletoSection8eligiblehouseholds andensurethatanadequatesupplyofquality,existingunitsarealsoavailable.

Thisexpandedproject -basedvoucherprogramisbeingimplementedinaccordance withtherulesfortheSection8project -basedcertificateprogram (24CFRPart983),as amendedandclarifiedbyaHUDNoticepublishedonJanuary16,2001entitled “RevisionstoPHAProject -BasedAssistanceProgram:InitialGuidance.

NotwithstandingtheHUDInitialGuidancerestrictionregardingproject -based vouchersincensustractswithagreaterthan20%povertyrate,BHAintendstoaccept applicationsfornewlyorrecentlyconstructed,renovatedorexistingapartmentsinall censustractsinallcommunitiesinwhichitoperates.Certaindevelopmentsinlower incomecensustractscontribute tocommunityrevitalizationandareanintegralpartof theCityofBurlington’shousingagenda.ExceptionswillbesoughtfromHUDas needed.

TheProject -BasedVoucherImplementationPlanisincorporatedintotheSection8 AdministrativePoliciesfortheHousingChoiceVoucherProgram,whichisavailable asasupportingdocument.

ATTACHMENTJ –Five -YearPlanProgressStatement

ExpandthesupplyofassistedHousing

- BHAobtainedanadditional209vouchers
- BHAobtainedaH OPWAggrantassistancefor21units
- BHAhasacquired40additionalaffordablehousingunits

Improvethethequalityofassistedhousing

- BHAachievedHighPerformerstatuswithaPHASscoreof95.
- BHAachievedHighPerformerstatuswithaSEMAPscoreof100.
- The10yearCapitalNeedsPlanisontargetandsubstantialimprovements tothecommonareast230St.PaulStreetand10N.ChamplainStreetare complete

Increaseassistedhousingchoices

- BHAisimplementingasubstantiallandlordoutreacheffortwiththeRental OpportunityCenter
- BHA'spaymentstandardsarenowabovetheFMRandconsistentwith marketrents
- BHA'sSection8homeownershipprogramhashelped31famieliestobuy homesandisworkingwithover32familieshopingtobuyhomes
- BHAintheprocessofconverting3scatteredsitePHunitsto homeownership
- BHAhasHUDapprovaltodevelop8affordablehomeownershipunitson undevelopedPHA -ownedland
- BHAisprocessingapplicationsfor123project -basedvouchersandwillbe solicitingadditionalapplicati onsinordertoincreasehousingchoicesforits programparticipants

Provideanimprovedlivingenvironment

- Residentorganizationsnowexistinbothelderly/disableddevelopments
- ASafetyFollow -upActionPlanisbeingimplemented

Promoteself -sufficiencyandassetdevelopment

- ThenumberoffamiliesreceivingTANFhasdecreased
- OurFamily -SelfSufficiencyProgramhasover100households participating,over40%ofwhomhaveescrowaccounts
- AWellnessprogramhasbeenimplementedatthetwoelderly/disabled developments

Ensureequalopportunityandaffirmativelyfurtherfairhousing

- BHAhascompletedaSection504andFairHousingcompliancereview andiscurrentlyimplementingrecommendationsforimprovement

